Received 3-24-2008

Municipality/Organization:	TOWN OF WILBRAHAM
EPA NPDES Permit Number:	BRPWM08A
MaDEP Transmittal Number: W-	W041099
Annual Report Number & Reporting Period:	No. 1: March 07-March 08

(P)

NPDES PII Small MS4 General Permit
Annual Report

Part I. General Information

Contact Person: Tonya Basch	Title: Assistant Town Engineer
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Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature:

Printed Name: Robert Weitz

Title: Town Administrator

Date: 3/11/08

Part II. Self-Assessment

The Town of Wilbraham has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions.

Part III. Summary of Minimum Control Measures

Public Education and Outreach

BMP ID#	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s)-Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities- Permit Year 5
1.1	Stormwater Website	DPW, IT, Selectmen's Office	Stormwater Website	Maintain link for EPA and DEP website	Add links for EPA and town bylaws to new website
1.2	Public Access Television	DPW, Public Access	Broadcast videos on stormwater education.	Broadcasted programs related to stormwater. Continue to request any new material from EPA.	Continue to broadcast stormwater related programs. Find new material.
1.3	Classroom Education	DPW, Schools	Research new ideas to incorporate stormwater education in the schools.	Re-established contact within the school system	Research new ideas to incorporate stormwater education in the schools.
1.4	Annual Stormwater Report	DPW, Stormwater Committee	Make stormwater report available to public	Submitted report and provide copies to public at town hall	Make annual storm water report avail in DPW office and website.
1.5	Septic System Maintenance	DPW, Board of Health	Provide system maintenance literature to public	Septic system maintenance literature available at Town Hall	Distribute literature to public at Town Hall and make available on website.

Public Involvement and Participation

BMP ID#	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s)-Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities-Permit Year 5
2.6	Earth Day	DPW	Earth Day	No Earth Day activities for 2007	Re-establish Earth Day activities
2.7	Stormwater Committee	DPW, Stormwater Committee	Stormwater Committee formed	Stormwater Committee meeting reviewed annual report and suggested program improvements	Continue to improve public awareness to Phase II requirements
2.7a	Hazardous Waste Collection Day	DPW	Annual Event	Hosted Annual Event with volunteers and local communities	Consider alternative disposal methods of household hazardous waste or participate in Household Hazardous Waste

					Day

Illicit Discharge Detection and Elimination

BMP ID#	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s)-Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities-Permit Year 5
3.8a	Comprehensive Stormwater Management By-law	DPW	Prepare by-law for Town Meeting	By-law passed at Town Meeting	Enforce by-law
3.9	Map Drainage System	DPW	Complete Map	Mapped over 85% of town's stormwater on GIS	Continue to locate outfalls in the field, continue to develop GIS and GPS
3.10	Detect and Response Plan	DPW	Complete Plan	By-law passed at Town Meeting	Finalize Plan
3.11	Septic System Inventory	DPW	Maintain failing septic records and report annually	Created and logged failed Title V and researched new software.	Log Title V reports. Incorporate new septic system software.

Construction Site Stormwater Runoff Control

BMP ID#	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s)-Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities-Permit Year 5
4.11a	Comprehensive Stormwater Management By-law	DPW	Prepare by-law for Town Meeting	By-law passed at Town Meeting	Enforce bylaw

Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID#	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s)-Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities-Permit Year 5
5.15a	Comprehensive Stormwater Management By-law	DPW	Prepare by-law for Town Meeting	By-law passed at Town Meeting	Enforce bylaw

Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID#	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s)-Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities-Permit Year 5
6.18	Street Sweeping and Cleaning of catch basins	DPW	Sweep every public street once per year,	Every public street swept and clean as many catch basins as possible.	Sweep every public street once per year

			clean ¼ of the catch basins annually.		
6.19	Paint Shed	DPW	Frequent paint shed available at Transfer Station	Weekly paint shed available at Transfer Station April through October	Paint shed available at Transfer Station
6.20	Reduce Sand/Salt	DPW	Sandless snow removal operation	Used minimal sand in emergency conditions. Will continue using sandless snow removal practices.	Continue sandless snow removal
6.21	Spill Prevention and Control Plan	DPW	Plan completed	Spill prevention and control plan protocol in place	Update protocol as necessary
6.22	Employee Training	DPW	Conduct stormwater pollution prevention training before May 1st	Employee training held	Continue annual employee training and update agenda per Stormwater Committee recommendations